

30 JAN 1967

MEMORANDUM FOR SECRETARY OF THE ARMY  
SECRETARY OF THE NAVY  
SECRETARY OF THE AIR FORCE

SUBJECT: Discontinuance of Military Service Number as Personnel Identification

References: (a) Military Personnel Policy, OASD(M) memorandum, "Discontinuance of Military Service Number as Personnel Identification," July 22, 1966  
(b) Joint ASD(C) and ASD(M) memorandum, "Requests for Plans and Projects Relating to Military Personnel and Pay Systems," March 12, 1964, DoD Directive 7330.3, "Program for Development, Test, Evaluation and Installation of JUMPS," November 4, 1966, and DoD Instruction 7330.4, "Requirements for Development, Test, Evaluation and Installation of the Joint Uniform Military Pay System (JUMPS)," November 7, 1966

A decision has been made to substitute the Social Security Account Number (SSAN) for the Military Service Number (MSN) in data systems throughout DoD where a unique identification of individuals is required. Your responses to reference (a) were considered.

Implementation of this decision will be phased as follows:

1. A proposed modification of the orientation procedures presently in use at the Armed Forces Examining and Entrance Stations (AFEES) is to be tested before July 1, 1967. This revised procedure is designed to assure that each individual entering the armed forces has an assigned SSAN and that it is entered on the DD 47 Record of Induction for each individual effective July 1, 1967. Similar provisions are to be adopted at recruiting stations.

2. The Social Security Account Number (SSAN), on a service-by-service basis, is to be included whenever the automated military personnel master records, interfacing data systems, computer programs, or procedures necessary to process such records are to be converted or revised. Most services, as indicated in replies to Reference (a), have already scheduled such revisions between July 1, 1967 and July 1, 1969, the present target date for full implementation of the Joint Uniform Military Pay System (JUMPS), Reference (b).

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3. Revision of forms, identification badges and tags, filing systems for manual records, historical records, as well as rewriting of administrative publications, other than data system directives, and other changes to procedures which are external to automated data systems, may be accomplished on a service-by-service capability basis without reference to any target date for completion.

Services should review their current and projected military personnel data system development or revision plans in the light of this decision and proposed phasing. Based on this review, each service is to submit a time phased plan, in two copies, to the Data Standards Division, Directorate for Statistical Services, OASD(Comptroller) within 90 days of this memorandum. Based on such plans, subsequent implementation meetings will be scheduled, as required.

25/ R. E. Anthony

25 JAN 1967

Robert E. Anthony

Assistant Secretary of Defense  
(Comptroller)

15/ J. M. Morris

Thomas D. Morris 20 JAN 1967

Assistant Secretary of Defense  
(Manpower)

cc:

- ✓ Mr. Anthony (2) Pts of Contact
- ✓ Mr. Morris (3) JUMPS Committee
- ✓ DASD(Mgt) Z.B
- ✓ Mr. Gifford
- ✓ Mr. Adams (2)
- ✓ Mr. Harvey
- ✓ Mr. Sachs
- ✓ Official file

Prep by Robertson/LaBarr/Staklo/mjb/1-25-67  
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COORDINATION:

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*[Handwritten signatures and initials over the COORDINATION list]*

## FACT SHEET

### SOCIAL SECURITY ACCOUNT NUMBER AS PERSONNEL IDENTIFIER

The Department of Defense has a program underway that will eventually substitute the Social Security Account Number (SSAN) for the military service number (MSN). This program will be phased into the military personnel data systems starting 1 July 1967, when all individuals entering military service will be required to have a SSAN on entry, in addition to MSN. Since the services are in various stages of data automation, MSN will be gradually phased out but no specific date can now be projected as to when a requirement for it will cease to exist.

The SSAN has been a part of the Department of Defense financial system for a number of years as it concerns active duty personnel, reservists, and retired members. The military payroll currently carries the SSAN and MSN since both are considered a part of the identification of a person. The length of the MSN varies from service to service, making a standard DoD system difficult to handle on automated systems. Also, each of these MSN's varies in the things built into the identification. Development of a uniform payroll system for all the military services has required a standard identification number. Therefore, the decision was made to standardize on the SSAN as the unique numerical personnel identifier to be used. This will improve the DoD systems and operations by:

- (1) Permitting military personnel to retain the same identification number throughout their careers. No change will be required if the individual changes his status, i.e., enlisted to commissioned status, reserve to regular, or transfer to another military service.
- (2) Giving military personnel only one number to remember as their identification instead of several for different purposes.
- (3) Allowing speedy and direct data interchange between all the DoD data systems, for example between payroll and personnel systems.
- (4) Providing a single, uniform type of identification for all military personnel.

Changes to historical records, identification tags, manual records and other changes not impacting the data systems will be made only if and when they are needed.

6 March 1967

1/16

Bob -  
Just a note to let you know we  
adopted your suggestion to check with  
the OSD Civilian Personnel office (Dr. Charn-  
e using SSN in lieu of other civilian iden-  
tification numbers. The informal reaction  
(thru ASDA) from the Civilian Personnel,  
Security & Budget & Finance offices was  
completely favorable, with remarks such as  
"a good idea", "all for it", etc.

Thanks for the suggestion & glad to  
report the reaction to you.

John Stoklosa  
X-78632

Cir 600-42

CIRCULAR

No. 600-42

HEADQUARTERS  
DEPARTMENT OF THE ARMY  
WASHINGTON, D.C., 27 October 1967

*Expires 31 July 1969***PERSONNEL—GENERAL****DEPARTMENT OF ARMY PROGRAM FOR CONVERSION  
TO THE SOCIAL SECURITY ACCOUNT NUMBER FOR  
PERSONNEL IDENTIFICATION**

1. **Purpose.** This circular announces the Department of Army program for the conversion of the Military Service Number (MSN) to the Social Security Account Number (SSAN) as a means of personnel identification.

2. **Scope.** The provisions of this circular are applicable to Active and Reserve components of the U.S. Army.

3. **General.** On 30 January 1967 the Secretary of Defense announced a decision to replace the MSN with the SSAN as a personnel identifier. A time-phased plan has been established for the staff elements of Headquarters, Department of the Army to allow for systematic conversion to the use of the SSAN. The plan calls for collection of the SSAN for Headquarters, Department of the Army files on every individual in the Army, maintenance of MSN/SSAN cross-reference files at Headquarters, Department of the Army level, gradual modification of regulations and forms to reflect use of SSAN, and finally use of the SSAN as the personnel identifier in place of the MSN, *no later than 1 July 1969*.

4. **Policy.** a. The SSAN will be used for identification of U.S. Army personnel in the active, retired, and reserve components after 1 July 1969 or earlier as may be directed by Headquarters, Department of the Army.

b. Military Service Numbers will continue to be issued to all personnel entering the Active U.S. Army and the Reserve components, through 30 June 1969 at which time the MSN will be discontinued.

c. No prefix or suffix will be added to the SSAN.

d. Headquarters, Department of the Army publications and forms will be changed or revised to provide for an orderly transition from the use of the MSN to SSAN and will, where possible, be accomplished as reprinting becomes necessary.

5. **Implementation.** Specific functional areas will be the subject of separate directives from Headquarters, Department of the Army as detailed procedures are developed. No actions will be taken concerning this conversion without explicit instructions from Headquarters, Department of the Army.

6. **Department of the Army Steering Committee.** A steering committee composed of representatives of appropriate Headquarters, Department of the Army staff agencies has been established to identify and coordinate actions to accomplish the conversion program.

(AGCP)

Cir 600-42

By Order of the Secretary of the Army:

HAROLD K. JOHNSON,  
*General, United States Army,*  
*Chief of Staff.*

Official:

KENNETH G. WICKHAM,  
*Major General, United States Army,*  
*The Adjutant General.*

Distribution:

*Active Army, NG, and USAR:* To be distributed in accordance with DA  
Form 12-9 requirements for Military Personnel, General—B.

Cir 600-63

CIRCULAR

No. 600 63

HEADQUARTERS  
DEPARTMENT OF THE ARMY  
WASHINGTON, D.C., 16 May 1969*Expires 16 May 1970*

## PERSONNEL—GENERAL

CONVERSION TO SOCIAL SECURITY ACCOUNT  
NUMBER FOR PERSONNEL IDENTIFICATION

1. **Reference.** DA Circular 600-42, 27 October 1967, Department of the Army Program for Conversion to the Social Security Account Number for Personnel Identification.

2. **Purpose.** This circular announces Department of the Army guidance and the effective date for conversion from the Military Service Number (MSN) to the Social Security Account Number (SSAN) as a means of personnel identification for personnel in active, retired, and Reserve components.

3. **Guidance.** a. Issuance of the MSN will be discontinued after 30 June 1969.

b. The numerical portion of the MSN will be used only temporarily in lieu of the SSAN after 30 June 1969 for personnel who entered active duty prior to that date but who do not have an SSAN recorded in their records. When so used, it will be referred to as "Temporary Serve Number (TSN)."

c. Personnel entering active duty after 30 June 1969 who do not have an SSAN will be issued a "Temporary Identification Number (TIN)" at the point of entrance into service, i.e., AFEEES.

d. The MSN currently recorded on forms, records, and documents will not be obliterated or removed unless specifically prescribed by subsequent DA directives.

e. Department of the Army prescribed forms, records, and documents will be redesigned and issued to accommodate conversion to the use of SSAN as existing stock levels are depleted unless otherwise prescribed by separate directives.

f. After 30 June 1969, the SSAN will be recorded on forms and records in the space provided for the MSN if no space is provided or prescribed for the SSAN.

g. Commanders will continue to initiate action to insure that an SSAN is obtained and recorded for each individual under their jurisdiction as prescribed in AR 608-14.

4. **Implementation.** The use of the SSAN as the personnel numerical identifier becomes mandatory *effective 1 July 1969*; however, it may be implemented in some systems and procedures prior to this date. For example, directives have already been issued to require the use of SSAN on Morning Reports (DA Form 1) and Personnel Data Change Reports (DA Form 1-1) in the active Army Personnel Information Systems beginning in May 1969. Appropriate directives applicable to other functional areas either have been or soon will be issued to provide instructions and schedules for conversion to the use of the SSAN.

[DOSPER-DPS]

Cir 600-63

By Order of the Secretary of the Army:

Official:

KENNETH G. WICKILAM,  
*Major General, United States Army,  
The Adjutant General.*

W. C. WESTMORELAND,  
*General, United States Army,  
Chief of Staff.*

Distribution:

*Active Army, ARNG, and USAR:* To be distributed in accordance with  
DA Form 12-9 requirements for DA Circulars—Personnel General—A  
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